

Uniformity Strategic Planning Project Team

Teleconference Meeting Notes

Wednesday, October 30, 2013

4:00 pm Eastern Time

- I. Welcome and Introductions** - attending: Stewart Binke, MI; Rebecca Abbo, NM; Gary Humphrey, OR; Richard Cram, KS; Dee Wald, ND; Shirley Sicilian, MTC; Lila Disque, MTC; Carl Frieden (COST); Elizabeth Harchenko, facilitator.
- II. Initial Public Comment Period**

In accordance with its Public Participation Policy, the Commission provides this opportunity for members of the public to address the Commission directly on this agenda. No preliminary public comment.
- III. Project Work**
 - a. Results of Project Team Survey; 11 models adopted by MTC since 2000 were included in state questionnaire sent out on October 25.
 - b. State Questionnaire; Lila gave an update on responses to date. Lila reported that the project team poll resulted in 11 models being included in the state inquiry. Responses have come back from 8 states so far. Some changes were made to the survey format. Some questions will require significant research before a state is able to respond. States can now re-enter the survey several times to complete it. We also added a drop down menu to allow states to self-identify. Survey questions can be skipped, so we are seeing some incomplete surveys. However, most have provided good responses. Project team asked process questions. Due date for the questionnaire is 11/8 so that we can compile answers. **Shirley will send out a reminder on November 1 to complete the survey and informing people about changes. Any questions from people in the states should be referred to Lila.
 - c. Scope of research – what do you want to ask the states about adoption or lack of adoption of MTC models? How do you want to conduct the inquiries?

General Discussion: An initial e-mail survey could go out, followed up with a more in-depth set of questions. We would need to be careful about how questions were phrased so that people don't misconstrue.

How might we use the Uniformity Committee meeting in New Orleans? We could preview the group on where project is going; get some input on whom to contact in the states (who has history with projects). Possible activities: send out survey before New Orleans meeting and then use that meeting to sell the project and remind the states the survey is out there. Reinforce the importance of the survey, get more input. Question: How does this coordinate with the Nov. 8 data? Timing for getting the next survey out by the December UC meeting will be tight.

Designing survey questions will be a challenge. Do we want to use the Uniformity Committee meeting to test the survey questions before general distribution?

Questions will be about why a model was not adopted, or what helped it be adopted. There will probably be two sets of questions depending on whether the state has adopted or not.

To get most value out of UC meeting would need to prepare people ahead of time. This will generate better discussion. We could have survey questions ready for that meeting; let people know why it is important for people to respond. Do the marketing – to increase participation. Who to contact: from past meeting notes - people who participate in adoption process; industry representatives; will need contact information for people in the states. How the states will gather information. People who have left will have to be located. **Elizabeth to look back at prior meeting notes (including original team that developed project idea) to collect prior discussion.

Possible order of activity: During project team 11/25 telephone call, agree on the list of models about which to inquire further (team needs to decide which to focus on). This will likely be 3 or 4 that have been widely adopted and 3 or 4 that have not been adopted by any or only a few states. Also during 11/25 telephone meeting, agree on rough draft list of questions. Send questions out to UC members no later than 12/2. At UC meeting could also brainstorm initial list of barriers and supports.

Concern – no sales tax proposals on the list that we sent out to the states. Very few recent sales and use tax models because SSUTA has been working on models. Non-income tax models – telecom sprang from Streamlined; the hotel intermediaries model is another non-income tax model that isn't on our follow up list. **We will revisit the question whether to ask states about adoption of any other models after we get results of the current questionnaire.

IV. Next Steps

Nov. meeting date– Monday, November 25; 3:00 pm Eastern

- Agenda items:
 - State questionnaire results: Any follow up needed? Do we need to inquire about any other models? [If there are one or two models that need to be pursued, we will need to figure out how to catch them up.]
 - Decide which models to use for in-depth research on supports for adoption and barriers to adoption.
 - Develop rough draft survey questions for in-depth research.
 - Decide how to use time at December Uniformity Committee to best advantage.
 - Prepare interim report for Steering Committee and Uniformity Committee.
- Review notes from original work group and earlier project team conversations. Elizabeth
- Reminder e-mail to states with information about changes - Lila
- Spread sheet update – Lila
- Draft questions for in depth survey – Elizabeth, Shirley, Lila
- Project Team members homework:
 - Think about how to use the UC meeting in NO – both sub and full, be prepared to decide during November meeting
 - When state questionnaire results are sent, think about which to study in depth (what criteria to use to decide) and be prepared to decide during November meeting
 - When rough draft survey questions are distributed, review and be prepared to comment at November meeting

V. Adjourn

Meeting adjourned at 4:30 pm Eastern time